

Michigan Department of Civil Rights Voluntary Service Animal Identification Request Instructions



The process:

1. To request a service animal identification card and patch, the applicant (owner) must complete and **submit Parts I, II and the Applicant Affidavit**.
2. **Part I** is completed by the **applicant**. It includes information about the owner and the service animal. The identification card that is issued includes a photograph of the owner, thus, a photograph is required. It must be a color photo, sufficiently recent to be a good likeness of you (taken within the last six months), and 2 x 2 inches in size. We adhere to the standards used for a passport photo; see US Passport Photo Requirements: <https://goo.gl/BzFoCD>.
3. **Part II** is completed by the appropriate licensed **healthcare or rehabilitation professional** and returned to the applicant for submission.
4. **Applicant Affidavit** must be signed by the applicant in the presence of a notary public.
5. The applicant must **submit all forms and the required photograph** to:

Michigan Department of Civil Rights
Capital Tower, Suite 800
Attn: Service Animals
110 W. Michigan Avenue
Lansing, MI 48913-0001
6. After the department receives, reviews and approves the request, an identification card and patch will be mailed to the applicant.

Questions? Please see the FAQs at http://www.michigan.gov/documents/mdcr/FAQs-1-11-16-Final_510420_7.pdf.

If you have other questions, contact the Michigan Department of Civil Rights at 517-241-1344 or email: MDCR-ServiceAnimals@Michigan.gov.

Michigan Department of Civil Rights

Voluntary Service Animal Identification Request Form

PART I - Applicant and Service Animal Information



Applicant's Name: _____

Address: _____

City, State, Zip: _____

Telephone: _____

E-mail: _____

Service Animal Information

Select one: ☐ Dog ☐ Miniature horse

Name: _____

Breed: _____

Primary color(s): _____

Sex: _____ Age: _____ Height: _____ Weight: _____

NOTE: Identification cards and patches are **not transferrable** between service animals. Each new or additional service animal requires a new Voluntary Service Animal Identification Request Form. **Remember to attach your photograph!**

